INSTRUCTIONS FOR PREPARATION OF
ELECTRONICALLY RECORDED DATA SUBMITTED TO THE
DEFENSE CONTRACT ACTION DATA SYSTEM (DCADS)

Part 1 - Introduction

The purpose of this instruction is to establish a standard procedure for the automation and submission of procurement management reports required by DFARS 204.6. This will provide a standard format for use by those organizations specified in DFARS 204.670-1 in submitting these required reports.

For definitions of the data elements referenced in this instruction, See DFARS 253.204-70 and 253.204-71.

Part 2 - Instructions for Automating DD Form 350

This part contains instructions for the automation of Individual Procurement Action (DD Form 350) reports required by DFARS 204.670.

Instructions for Preparing Electronically Recorded DD Form 350 Actions, DD-A&T(M)1014.

a. General. An electronically recorded file, prepared as prescribed below, will be submitted to cover individual DD Form 350 transactions for each month (non-cumulative). Use UPPER CASE characters only. All reserved record positions must be blank. Electronic transmission of the data will be coordinated with WHS/DIOR.

(i) Electronically submitted files will follow the formatting instructions included in this document and file names will conform to WHS/DIOR requirements.

(ii) Enclosed with the file will be a summary showing dollar amounts and a record and action count of the number of records in the file. Number of actions will be derived from a count of DD Form 350's for transactions, except that each DD Form 350 with Code 1 in Item A1 (canceling entry) will be counted as minus one (-1). The net dollar amount of procurement will be derived from Item B7 and B8. The data records are described below. The length of the data record will be 400 characters.

(iii) Control totals referenced above may be submitted as a separate file or by facsimile to (703) 604-6270.

b. Underline Data Record. This record will be as follows:

DD Form 350 Line	Description	Record Positions
A1	Type of Report	1
A2	Report Number	2-7
A3	Contracting Office	
A3A	Reporting Agency FIPS 95 Code	8-11
A3B	Contracting Office Code	12-17
A4	Name of Contracting Office	None
B1	Contract Identification Information	
B1A	Contract Number	
	Defense (See DFARS 204.70)	
	Activity Code	18-23
	Fiscal Year	24-25
	Type of Instrument	26
	Serial Number	27-30
	Blank	31-32
	Non-Defense Contract Number	18-32
B1B	Origin of Contract	33
B1C	Bundled Contract	34
B1D	Bundled Contract Exception	35
B1E	Performance Based Service Contract	36
B2	Modification, Order or Other ID Number	37-55
B3	Action Date	
	Year	56-59
	Month	60-61
	Day	62-63
B4	Completion Date	
	Year	64-67
	Month	68-69
	Day	70-71
B5	Contractor Identification Information	
B5A	Contractor Identification Number	72-80
B5B	Government Agency	81
B5C	Reserved	
B5D	Contractor Name and Division Name	82-111
B5E	Contractor Address	
	Street	112-137

City	138-151
State	152-153
Zip Code	154-162

DD Form 350 Line	Description	Record Positions
B5F	Taxpayer Identification Number (TIN)	163-171
B5G	Parent TIN	172-180
B5H	Parent Name	181-210
B6	Principal Place of Performance	
B6A	City or Place Code	211-215
B6B	State or Country Code	216-217
B6C	City or Place and State or Country Name	218-247
B7	Type Obligation	248
B8	Obligated or Deobligated Dollars **(In Whole Dollars)**	249-259
B9	Foreign Military Sale	260
B10	Multiyear Contract	261
B11	Estimated Total Contract Value **(In Whole Dollars)**	262-272
B12	Principal Product or Service	
B12A	FSC or SVC Code	273-276
B12B	DoD Claimant Program Code	277-279
B12C	Program, System or Equipment Code	280-282
	Reserved to report service code associated with B12C when required.	283
B12D	North American Industry Classification System Code	284-289
B12E	FSC or SVC Name or Description	none
B12F	EPA-Designated Product(s)	290
B12G	Recovered Material Clauses	291
B13	Kind of Action	
B13A	Contract or Order	292
B13B	Type of Indefinite Delivery Contract	293
B13C	Multiple or Single Award IDC	294
B13D	Modification	295
B13E	Multiple Award Fair Opportunity	296
B13F	Indefinite-Delivery Contract Use	297
B13G	Indefinite-Delivery Contract Order Period End Date	
	Year	298-301
	Month	302-303
	Day	304-305
B14	CICA Applicability	306
B15	Information Technology Products or Services	307
B16	Clinger-Cohen Act Planning Compliance	308

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Line	Description	Record Positions
C1	Synopsis	309
C2	Reason Not Synopsized	310
C3	Extent Competed	311
C4	Sea Transportation	312
C5	Type of Contract	313
C6	Number of Offerors Solicited	314
C7	Number of Offers Received	315-317
C8	Solicitation Procedures	318
C9	Authority for Other Than Full and Open Competition	319-320
C10	Subject to Labor Standards Statutes	321
C11	Cost or Pricing Data	322
C12	Contract Financing	323
C13	Foreign Trade Data	
C13A	Place of Manufacture	324
C13B	Country of Origin Code	325-326
C14	Commercial Item	327
D1	Type of Contractor	
D1A	Type of Entity	328
D1B	Women-Owned Business	329
D1C	HUBZone Representation	330
D1D	Ethnic Group	331
D1E	Veteran Owned Small Business	332
D2	Reason Not Awarded to Small Disadvantaged Business (SDB)	333
D3	Reason Not Awarded to Small Business (SB)	334
D4	Set-Aside or Preference Program	
D4A	Type of Set-Aside	335
D4B	Type of Preference	336
D4C	Premium Percent	337-339
D5-D6	Reserved	
D7	Small Business Innovation Research (SBIR) Program	340
D8	Subcontracting Plan SB, SDB, HBCU or MI	341
D9	Small Business Competitiveness Demonstration Program	342
D10	Size of Small Business	343
D11	Emerging Small Business	344

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E1	Contingency Operation	345
E2	Cost Accounting Standards Clause	346
E3	Non-DoD Requesting Agency Code (FIPS 95)	347-350
E4	Requesting Activity Code	351-356
E5	Number of Actions	357-362
	(reserved for WHS/DIOR use)	363
	Version Number	
	Fiscal Year (Enter **2002**)	364-367
	Change Number (Enter **00** (zero, zero)	368-369
	(Reserved for Army use)	370-383
	System generating DD350	376-371
	SA - SAACONS; PD - PADDS; SS - SSDC; RL - ARL; DW - DSWA; DC - DeCA; RP - DARPA; DS - DISA(ZD10); CC - DISA DECCO; MD - BMDO O; P2 – PD2)	
	blank	372-373
	Buyer_ID (5 character code or less)	374-378
F1	Contracting Officer Signature(5 character code or less)	379-383
	(reserved for future use)	384-400

This page is reserved for DD Form 350

Instructions for editing of DD Form 350 actions.

a. Individual Record Edit.

DD Form
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Line   Length Title

PART A

A1   1   ***Type of Report***
        (1) Valid Codes: 0 - Original DD 350 record, 1 - Cancelling or 2 - Correcting.
        (2) If A1=1 or 2; an original entry must have been previously submitted this fiscal year.
        (3) If A1=1; all remaining fields must be completed as in the original.
        (4) If A1=2; all changed fields <u>and</u> unchanged fields must be completed.

A2   6   ***Report Number***
        (1) Right justified - zero filled.
        (2) Unique within FY for new records for a given contracting office.
        (3) Cannot be all zeros.

A3   ***Contracting Office***
A3A   4   ***Reporting Agency FIPS 95 Code***
        (1) Must be 2100 for Army Military Functions; 1700 for Navy; 5700 for Air Force; 97AS for
             DLA; 96CE for Army Civil Functions and 9700 for Other Defense Agencies.

A3B   6   ***Contracting Office Code***
        (1) Must be a valid code provided to WHS/DIOR prior to DD Form 350 submission.
        (2) Left justified – blank filled.
        (3) Must be 4 characters followed by two blanks, 5 characters followed by a blank or 6
             characters.

A4   ***Name of Contracting Office***
        Not entered into system.

PART B

B1   Contract Identification Information

B1A   15   ***Contract Number***
       (1) Left justified - blank filled.
       (2) No embedded blanks or special characters.
       (3) Positions 1 thru 3 of B1A must not be "NIH" or "N1H".

B1B   1   ***Origin of Contract***
       (1) Valid codes: A - DoD, B - NASA or C - Other non-DoD agency.
       (2) If positions 1 thru 6 of B1A are a valid DoD PIIN; B1B must =A.
       (3) If B1B=A:
       (4) B1A must be 13 characters;
       (5) Positions 1 thru 6 of B1A must be a valid code identifying the DoD department or agency
           that issued the instrument;
       (6) Positions 7 & 8 of B1A must be the last 2 digits of FY in which initial contract number was
           assigned;
       (7) Position 9 of B1A, Type of Instrument code, must be listed in DFARS 204.7003;
       (8) Position 9 of B1A must not be the letters **B, I, J, N, O, Q, R, T, U or Y;** and
       (9) Position 10 of B1A cannot be the letters **I** or **O**.

B1C   1   ***Bundled Contract***
       (1) Valid codes: Y or N.

B1D   1   ***Bundled Contract Exception***
       (1) Valid codes: A, B, C or blank.
       (2) If B1C=N; B1D must be blank.
       (3) If B1C=Y; B1D must be A, B or C

B1E   1   ***Performance Based Service Contract***
       (1) Valid codes: Y or N.

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FY 2002   ***DRAFT*** *Change 1*   9   August 1, 2001

B2 19 *Modification, Order or Other ID Number*
(1) No embedded blanks or special characters.
(2) May be blank.
(3) If B1B=A; positions 1 thru 6 of B2:
  a) may be used for reporting modification numbers from the contracting or administration office
or
  b) may be used for reporting order or call numbers and modifications to order or call numbers.
(4) If B1B=B or C:
  a) Positions 1 thru 6 of B2 must be a valid code identifying the DoD department or agency that issued the instrument;
  b) Positions 7 and 8 of B2 must be numeric and equal to or less than current fiscal year;
  c) Position 9 of B2 must =A or F;
  d) Position 10 of B2 cannot be the letters **I** or **O**; and
  e) Positions 11 thru 13 of B2 may not be blank.
  f) Positions 14 thru 19 of B2 may contain modification codes or may be blank.

B3 8 *Action Date* (YYYYMMDD)
(1) Must be eight numeric digits.
(2) Positions 1 thru 4 of B3 must not be greater than current calendar year.
(3) If B1B=A; positions 3 & 4 of B3 must be equal to or greater than positions 7 & 8 of B1A, except 1st quarter action dates (1 Oct thru 31 Dec) year may be 1 less than position 7 & 8 of B1A.
Note: Contracts awarded in FY 1999 or earlier require special handling when B3 is after 20000101.
(4) Positions 5 & 6 of B3 must be numeric, 01 thru 12, representing the calendar month.
(5) Positions 7 & 8 of B3 must not be greater than the last day of the month.
(6) If A1=2; B3 must be equal to the month of original record.
(7) If B1D=Y; B3 must be greater than "20000930."
(8) If B1E=Y; B3 must be greater than "19990930."

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B4 8 *Completion Date* (YYYYMMDD)
(1) Must be eight numeric digits.
(2) Position 1 & 2 of B4 must =19 or 20.
(3) If B1B=A; positions 3 & 4 of B4 must not be less than positions 7 & 8 of B1A minus 1.
Note: Contracts awarded in FY 1999 or earlier require special handling when B3 is after 20000101.
(4) Positions 5 & 6 of B4 must be numeric, 01 thru 12, representing the calendar month.
(5) Positions 7 & 8 of B4 must not be greater than the last day of the month.

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(6) If B1B=A; positions 1 thru 4 of B4 must not be greater than current calendar year + 20.

(7) If B1B=B or C; positions 1 thru 4 of B4 must not be greater than current calendar year + 5.

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Line	Length	Title

B5   Contractor Identification Information

B5A   9   *Contractor Identification Number*

(1) Dun & Bradstreet Corp. Data Universal Numbering System (**DUNS**) code:
    a) must be 9 numeric digits; and
    b) position 9 of B5A is a MOD 10 + 5 check digit.

MOD 10 + 5 Check Digit Calculation

0	4	9	9	7	7	4	7
xl	x2	xl	x2	xl	x2	xl	x2
0	+8	+9	+1+8	+7	+1+4	+4	+1+4	= 47

50 - 47 = <u>**3**</u> + <u>5</u>   **3** or **8** = check digit

DUNS = 04-997-747**3**   Dun & Bradstreet Corp.
   or
DUNS = 04-997-747**8**   Universal Electric Company

B5B   1   *Government Agency*
(1) Valid codes: Y or N.
(2) If B5B=Y; all Lines in Parts C and D must be blank.
(3) If B5B=Y; B5A must identify a U.S. Federal, state or local government entity.
(4) If B5B=Y; B1B must =A.

B5C   Reserved

B5D   30   *Contractor Name*
(1) Must not be blank unless B5A is 790238638 (*Classified Domestic Contractors*) or 790238851 (*Classified Foreign Contractors*).

B5E   51   *Contractor Address*
(1) <u>Enter complete address</u> unless B5A = 790238638 or 790238851.
(2) Positions 1 thru 26 of B5E must contain street address.
(3) Positions 27 thru 40 of B5E must contain city name.
(4) Positions 41 and 42 of B5E must contain state or country abbreviation.
(5) Positions 43 thru 47 of B5E may contain postal Zip code or may be blank.
(6) Positions 48 thru 51 of B5E may contain postal Zip code extension or may be blank.

Line	Length	Title

B5F 9 *TIN*
(1) Must be 9-digit numeric or blank.
(2) Must not be all the same digit. ex. 000000000 or 999999999
(3) If B5A=153906193 (*European Utility Companies*), 790238638 or 790238851; B5F must be blank.
(4) B5F cannot equal B5A.

B5G 9 *Parent TIN*
(1) Must be 9-digit numeric or blank.
(2) Must not be all the same digit. ex. 000000000 or 999999999
(3) If B5G is completed; B5F must not be blank.
(4) B5G cannot equal B5A.

B5H 30 *Parent Name*
(1) If B5G is completed; B5H must not be blank.
(2) If B5H is completed; B5F must not be blank.
(3) If B5H is completed; B5G must not be blank.

B6 Principal Place of Performance

B6A 5 *City or Place Code*
(1) Valid codes: FIPS Pub 55.
(2) Must be blank for foreign countries. (This includes Antarctica "AY" and Cuba "CU").
(3) Do not use FIPS Pub 55 location codes where the first position of the class code =X or Z.
(4) If city or locality is not listed or where the first position of the class code =X or Z; find the appropriate county and enter 5-digit numeric county code.

B6B 2 *State or U.S. Outlying Area or Country Code*
(1) Valid Codes: See attachments A thru C.
(2) For U.S. outlying areas see attachment B.
(3) If B6B=11 (Washington, DC); B6A must =50000.
(4) If B5A=790238638; B6B must = 98.
(5) If B6B=98; B5A must = 790238638.
(6) If B5A=790238851, B6B must = ZZ.
(7) If B6B=ZZ; B5A must = 790238851.
(8) If B6B=98 or ZZ; B6A must be blank.
(9) If B5B=Y; B6B must be a code listed in Attachment A or B of this document.
(10) If B6B is a code listed in Attachment C of this document; B5B must =N.

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Line   Length Title

B6C   30   *City or Place and State or Country Name*
    (1) Must <u>not</u> be blank.
    (2) Enter city and state for U.S. and U.S. outlying areas.
    (3) Enter only country name for foreign, do not enter city name.
    (4) Do not use abbreviations for country names.

B7   1   *Type Obligation*
    (1) Valid codes: 1 – obligation, 2 – deobligation or 3 – no dollars obligation.

B8   11   *Obligated or Deobligated Dollars* (<u>In Whole Dollars</u>)
    (1) Must be an absolute value (**net amount**, see DFARS 253.204-70(b)(8)) numeric field.
    Note: $2,500.01 - $2,500.49 is rounded to 2500.
    (2) If B8 is equal to or greater than $100,000,000; the amount in B8 is cross-matched for accuracy to a corresponding news release. (WHS/DIOR internal use)
    (3) If B7=3; B8 must=0 (zero).

B9   1   *Foreign Military Sale*
    (1) Valid Codes: Y or N.

B10   1   *Multiyear Contract*
    (1)   Valid codes: Y or N.
    Note. The following edit does not apply to DLA Defense Energy Support Center.
    (2)   If B10=Y; B1A is cross-matched for accuracy to a corresponding news release. (WHS/DIOR internal use)

B11   11   *Total Estimated Contract Value* (<u>In Whole Dollars</u>)
    (1)   Must be an absolute value (**net amount**, see DFARS 253.204-70(b)(11)) numeric field.
    (2)   If B2 is not blank; B11 must be zero.

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FY 2002   **DRAFT** *Change 1*   14   <u>August 1, 2001</u>

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Line   Length Title

B12   Principal Product or Service

B12A   4   *FSC or SVC Code*
       (1) Valid codes: Section I, DoD Procurement Coding Manual (MN02).
            http://web1.whs.osd.mil/peidhome/gui de/mn02/mn02.htm
       (2) If position 1 of B12A=A; position 4 of B12A must =1 thru 7.
       (3) If first two positions of B12A=S1; B1D must =N.
       (4) If first position of B12A=C, Y or Z; B1D must =N.
       (5) If B1E=Y; position 1 of B12A must = A, B, D thru R or T thru X or first two positions of
            B12A must be "S2."

B12B   3   *DoD Claimant Program Code*
       (1) Valid codes: A1A, A1B, A1C, A20, A30, A4A, A4B, A50, A60, A70, A8A, A8B, A8C,
            A90, B10, B20, B30, B90, C20, C9A, C9B, C9C, C9D, C9E or S10.
       (2) If A3A="96CE", U.S. Army Corps of Engineers, B12B cannot = B20.
       (3) If B12B=B20; positions 1and 2 of B12A must be "89".

B12C   3   *Program, System or Equipment Code*
       (1) Valid codes: Section II, DoD Procurement Coding Manual (MN02) or all zeros.
       (2) http://web1.whs.osd.mil/peidhome/guide/mn02/mn02.htm
       (3) For **DLA and DCMA only:** record position 283 must =1, 2, 3 or 4.
       (4) To report another service's code use record position 283 as follows: 1=Army, 2=Navy or
            3=Air Force.

B12D   6   *North American Industry Classification System Code*
       (1) Must be numeric and a valid (NAICS) code. http://www.census.gov/epcd/naics/naicscod.txt
       (2) Must be 6 digits.
       (3) If B1E=Y; first three positions of B12D must not be 233 (except 233110), 234 or 235.

B12E   *FSC/SVC Name or Description*
         Not entered into system.

B12F   1   *EPA-Designated Product(s)*
       (1) Valid Codes: A, B, C, D or E.
       (2) If position 1 of B12A is a letter; B12F must be E.
       (3) If B12F=A, B, C or D; position 1 of B12A must be numeric.

B12G   1   *Recovered Material Clauses*

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<u>Line</u>   <u>Length</u> <u>Title</u>

    (1) Valid Codes: A, B or blank.

    (2) If B12F=E; B12G must be blank.

    (3) If B12F=A, B, C or D; B12G must be A or B.

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Line   Length   Title

B13   Kind of Contract Action

B13A   1   ***Contract or Order***
    (1) Valid codes: 1, 3, 4, 5, 6, 7, 8 or 9.
    (2) If B1B=A; B13A must =1, 3, 4, 5, 7, 8 or 9.
    (3) If B13A=1, 3, 8 or 9; B1B must =A.
    (4) If B1A begins with "GS" or "V7"; B13A must =5 or 6.
    (5) If B13A=6; B1B must =C and B1A must begin with "GS" or "V797P".
    (6) If B13A=5 and positions 1 and 2 of B1A="GS";
    B1B must =C;
    positions 3 and 4 of B1A must be numeric; and
    position 5 of B1A must =F, P, B, K or T.
    (7) If B13A=5 or 6 and positions 1 and 2 of B1A="GS"; B1B must =C.
    (8) If B13A=6 and positions 1 thru 5 of B1A="V797P";
    positions 6 thru 9 of B1A must be numeric and position 10 of B1A must be alpha or blank and
    positions 11 thru 15 of B1A must be blank.
    (9) If B13A=6 and positions 1 and 2 of B1A="GS":
    B1A must be a valid Federal Schedule number;
    the letter "O" must not be used in B1A;
    positions 3 and 4 of B1A must be numeric;
    position 5 of B1A must =F or K; ***and***
    ((If position 5 of B1A=F; B1A must be 10 characters) ***or***
    (If position 5 of B1A=K; B1A must be 14 characters and position 10 of B1A must =S.))
    Note: Monthly updates of the Federal Schedule file may be obtained from
    http://fpds.gsa.gov
    (10) If B1B=A and position 9 of B1A=M, W, P, or V; B13A must =9.
    (11) If B1B=A and position 9 of B1A=A; B13A must =7 or 9.
    (12) If B1B=A and B13A=9;
      a) B3 must be greater than 19950702 and
      b) position 9 of B1A must =A, M, P, W or V.
    (13) If B1B=A and position 9 of B1A=C; B13A must =1 or 3.
    (14) If B1B=A and position 9 of B1A=D; B13A must =1,3 or 5.
    (15) If B1B=A and position 9 of B1A=E; B13A must =3.
    (16) If B1B=A and position 9 of B1A=F; B13A must =3 or 8.
    (17) If B1B=A and position 9 of B1A=L; B13A must =3.
    (18) If B1B=A and position 9 of B1A=G or H; B13A must =4.
    (19) If B1B=B or C; B13A must =4, 5 or 6.
    (20) If B5B=Y and B13A=8; position 9 of B1A must =F.

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<u>Line</u>   <u>Length</u> <u>Title</u>

(21) If position 1 of B12A=A; B13A cannot be 6.
(22) If B13A=6; position 1 of B12A cannot be A.

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Line   Length Title

B13A 1   ***Contract or Order*** (continued)
       (23) If B11 greater than zero; B13A must =1 or 3;.
       (24) If B13A not =1 or 3; B11 must be zero.
       (25) If B13A=6; B5B must =N.
       (26) If B13A=6; B12A cannot be S111, S112, S114 or S119.
       (27) If B13A=9; B10 must =N.
       (28) If B13A=7; B1B must=A and position 9 of B1A must=A.

B13B 1   ***Type of Indefinite Delivery Contract (IDC)***
       (1) Valid codes: A - Requirements Contract, B - Indefinite Quantity Contract, C - Definite
            Quantity Contract or blank.
       (2) If B1B=A and position 9 of B1A=D and B13A=3; B13B must =A, B or C.
       (3) If B13A=5; B13B must =A, B or C.
       (4) If B13A is not 3 or 5; B13B must be blank.

B13C 1   ***Multiple or Single Award IDC***
       (1) Valid codes: M - Multiple Award, S - Single Award or blank.
       (2) If B13B=A, B or C; B13C must =M or S.
       (3) If B13B is blank; B13C must be blank.

B13D 1   ***Modification***
       (1) Valid codes: A, B, C, D, E, F, G, H, J or blank.
       (2) If B13D=A, B, C, D, E, F, G, H or J; B2 must not be blank.
       (3) If B10=Y and B13A=1 or 3 and B13D is blank; B11 must be greater than or equal to B8.
       (4) If B13A=1; B13D cannot be J
       (5) If B13D=J and position 9 of B1A=C; B13A must =3 and positions 1 and 2 of B2 must
            ="PZ".
       (6) If B13A=1, 3, 8 or 9 and B2 is blank; B13D must be blank.
       (7) If B13A=1, 3, 5, 6, 8 or 9 and B13D is blank; B7 must =1.
       (8) If B13A=1 and B2 is blank and B13D is blank; positions 7 and 8 of B1A must be greater than
            or equal to the current fiscal year - 1.
       (9) If B13A=3 and B2 is blank and B13D is blank; positions 7 and 8 of B1A must be greater than
            or equal to the current fiscal year – 5.
       (10) If B13A=1 or 3 and B2 is blank and B13D is blank; action will be verified to preclude
            reporting of multiple definitive actions for the same contract. (WHS/DIOR internal use -
            refer to ODDP/CPA)
       (11) If B13D=E; B7 must =2.
       (12) If B13D=E, F or G; B5A may be an inactive code.

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B13E 1   *Multiple Award Contract Fair Opportunity*
(1) Valid Codes: A, B, C, D, E or blank.
(2) If B13C=S or blank: B13E must be blank.   **Formatted:** Bulletsand Numbering
(3) If B13C=M; B13E must =A, B, C, D or E.

B13F 1   *Indefinite-Delivery Contract Use*
(1) Valid Codes: A, B, C, D or blank.
(2) If B13B=A, B or C and B7=3; B13F must =A, B, C or D.

B13G 8   *Indefinite-Delivery Contract Ordering Period Ending Date* (YYYYMMDD)
(1) (1) Must be eight numeric digits or blank.
(2) If B13F=A, B, C or D; B13G must be eight numeric digits.
(3) Position 1 and 2 of B13G must = 20.
(4) If B1B=A; positions 3 and 4 of B13G must not be less than positions 7 and 8 of B1A.
(5) Positions 5 and 6 of B13G must be numeric, 01 thru 12, representing the calendar month.
(6) Positions 7 and 8 of B13G must not be greater than the last day of the month.
(7) If B1B=A; positions 1 thru 4 of B13G must not be greater than current calendar year + 20.

B14 1   *CICA Applicability*
(1) Valid codes: A, B, C or D.
(2) If B13A=6; B14 must =B.
(3) If B13A=9; B14 must =C or D.   **Formatted:** Bulletsand Numbering
(4) If B14=C; B13A must =9.
(5) If B1B=A and position 9 of B1A=M,P,W or V and B12B is not "B20" and B14=C; B8 must
    be less than or equal to 100,000.
(6) If B1B=A and positions 7 and 8 of B1A greater than "95"; B14 must = B, C or D.

B15 1   *Information Technology Products or Services*
(1) Valid codes: A, B, C, D, E, F or blank.
(2) If B14=A; B15 must be blank
(3) If position 1 and 2 of B12A=70 or D3 or position 1 of B12A is a letter and positions 3 and 4
    of B12A=70 or B12A=U012; B15 must be A, B, C, D, E or F.

B16 1   *Clinger-Cohen Act Planning Compliance*
(1) Valid codes: Y, N or blank.
(2) If B15 is blank; B16 must be blank.
(3) If B15=A, B, C, D, E or F; B16 must=Y or N.

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PART C   <u>**All fields must be blank if B5B=Y.**</u>

C1   1   *Synopsis*
    (1) Valid codes: A - Synopsis Only, B - Combined Synopsis/Solicitation, N - No, or blank.
    (2) If B5B=Y or B13A=6; C1 must be blank.
    (3) If B5B=N and B13A is not 6; C1 must =A, B or N.

C2   1   *Reason Not Synopsized*
    (1) Valid codes: A -Urgency, B – FAR 5.202(a)(13), Z - Other Reason or blank.
    (2) If B5B=Y or B13A=6; C2 must be blank.
    (3) If C1=A or B; C2 must be blank.
    (4) If B5B=N and B13A is not 6 and C1=N; C2 must =A, B or Z.

C3   1   *Extent Competed*
    (1) Valid codes: A, B, C, D or blank.
    (2) If B5B=Y; C3 must be blank.
    (3) If B5B=N; C3 must =A, B, C or D.
    (4) If B13A=6; C3 must =A.
    (5) If B5B=N and B12A=S111, S112, S114 or S119; C3 must =A or B.

C4   1   *Sea Transportation*
    (1) Valid codes: Y, N, U or blank.
    (2) If B1B=B or C, or B5B=Y or B13A=6 or 9; C4 must be blank.
    (3) If B1B=A and B5B=N and B13A is not 6 or 9; C4 must =Y, N or U.

C5   1   *Type of Contract*
    (1) Valid codes: A, J, K, L, M, R, S, T, U, V, Y, Z or blank.
    (2) If B5B=Y or B13A=6; C5 must be blank.
    (3) If B5B=N and B13A is not 6; C5 must =A, J, K, L, M, R, S, T, U, V, Y or Z.

NOTE: <u>**Lines C6, C7, C8 and C9 will be blank for pre-CICA contracts. Lines C8 and C9 will be blank for contracts awarded using simplified acquisition procedures (SAP).**</u>

C6   1   *Number of Offerors Solicited*
   (1) Valid Codes: 1, 2 or blank.
   (2) If B1B=B or C, or B5B=Y, or B13A=6 or B14=A; C6 must be blank.
   (3) If B1B=A and B5B=N and B13A is not 6 and B14=B, C or D; C6 must =1 or 2.
   (4) If B1B=A and B5B=N and B13A is not 6 and B14=B, C or D and C3=A; C6 must =2.
   (5) If B1B=A and B5B=N and B13A is not 6 and B14=B, C or D and C3=C or D; C6 must =1.

C7   3   *Number of Offers Received*
   (1) Must be three numeric digits or blank.
   (2) If B5B=Y or B13A=6 or B14=A; C7 must be blank.
   (3) If B5B=N and B13A is not 6 and B14=B, C or D; C7 must be 001 thru 999.
   (4) If B13C=M and C6=1; C7 must =1.
   (5) If B13A=5 and B13C=M and C6=2; C7 must be less than or equal to 30.

C8   1   *Solicitation Procedures*
   (1) Valid Codes: A ,B, C, D, E, F, G, K, N or blank.
   (2) If B5B=Y or B13A=6 or 9 or B14=A; C8 must be blank.
   (3) If C6, C7 and C8 are not blank; B14 must =B.
   (4) If C6 and C7 are not blank and C8 is blank; B14 must =C or D.
   (5) If B5B=N and B13A is not 6 and C6, C7 and C8 are blank; B14 must =A.
   (6) If B5B=N and B13A is not 6 or 9 and B14=B; C8 must =A, B, C, D, E, F, G, K or N.
   (7) If B1B=A and C8=A, F or K; C6 must =2.
   (8) If C7=1 and C8=N; C3 must =B, C or D.
   (9) If C8=A, B, C, D, E, F, G or K; C3 must =A.
   (10) If C8=D; B12A must =C1--, C2--, T002, T004, T008, T009, T014, R404 or (9999 if B5A=790238638 or 790238851.)
   (11) If C8=E; position 1 of B12A must =A *or* B12A may be 9999 if B5A=790238638 or 790238851.

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C9   2   ***Authority for Other Than Full and Open Competition***
        (1) Valid Codes: 1A, 1B, 1C, 1D, 1E, 1F, 1G, 2A, 3A, 4A, 5A, 5B, 6A, 7A or blank.
        (2) If B5B=Y or B13A=6 or 9 or B14=A; C9 must be blank.
        (3) If C8=A thru K; C9 must be blank.
        (4) If C2=A and B13A is not 6 or 9 and B14=B; C8 must =N and C9 must =2A.
        (5) If C7=1 and C8=N and C9=1A, 1B, 1C, 1D, 1F, 1G, 2A, 3A, 6A or 7A; C3 must =C or D
        (6) If C7 greater than 1 and C8=N and C9 is not 1E, 4A, 5A or 5B; C3 must =A.
        (7) If C8=N; C9 must =1A, 1B, 1C, 1D, 1E, 1F, 1G, 2A, 3A, 4A, 5A, 5B, 6A or 7A.
        (8) If C9=1C; position 1 of B12A must =A *or* B12A may be 9999 if B5A=790238638 or
            790238851.
        (9) If C9=1E; positions 1 and 2 of B12A must ="S1".
        (10) If C9=1E, 4A or 5B; C3 must =B.
        (11) If C9=5B; position 1 of B12A must be numeric.
        (12) If B9=N and C9=4A; this action will be flagged for verification. (WHS/DIOR internal use -
            refer to ODDP/CPA)
        (13) If C9=7A; this action will be flagged for verification. (WHS/DIOR internal use - refer to
            ODDP/CPA)

C10   1   ***Subject to Labor Standards Statutes***
        (1) Valid codes: A, C, D, Z or blank.
        (2) If B5B=Y or B13A=6; C10 must be blank.
        (3) If B5B=N and B13A is not 6; C10 must =A, C, D or Z.
        (4) If C10=C; position 1 of B12A must be alpha *or* B12A may be 9999 if B5A= 790238638 or | **Deleted:** 7
            790238851.
        (5) If C10=D; position 1 of B12A must =Y or Z, or B12A must =F015, P400, P500 or (9999 if | **Deleted:** 9
            B5A=790238638 or 790238851) and B12B must =C20.

C11   1   ***Cost or Pricing Data***
        (1) Valid codes: Y, N, W or blank.
        (2) If B1B=B or C, or B5B=Y, or B13A=6; C11 must be blank.
        (3) If B1B=A and B5B=N and B13A is not 6; C11 must =Y, N or W.

C12   1   ***Contract Financing***
        (1) Valid codes: A, C, D, E, F, Z or blank.
        (2) If B1B=B or C, or B5B=Y, or B13A=6; C12 must be blank.
        (3) If B1B=A and B5B=N and B13A is not 6; C12 must =A, C, D, E, F or Z.
        (4) If B1B=A and C5=R, S, T, U, V, Y or Z; C12 must =D or Z.

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    (5) If C12=D; this action will be flagged for verification. (WHS/DIOR internal use - refer to ODDP/CPA)

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C13   Foreign Trade Data

C13A   1   ***Place of Manufacture***
        (1) Valid codes: A-U.S., B-Foreign or blank.
        (2) If B1B=B or B5B=Y; C13A must be blank.
        (3) If B1B=C and B13A is not 6; C13A must be blank.
        (4) If C13A=A; B6B must be numeric, AY or CU. (see attachments A and B).

C13B   2   ***Country of Origin Code***
        (1) Valid Country Codes FIPS Pub. 10 or blank. Do not use U.S. State codes (01 thru 56) or
            U.S. outlying areas (60, 66, 69, 72, 74, 78, AY, CU) or "US".
        (2) If B1B=B or B5B=Y; C13B must be blank.
        (3) If C13A=A or B; C13B must not be blank.
        (4) If C13A is blank; C13B must be blank. (Except DLA when B5B=Y.)
        (5) See attachment C for valid codes.

C14   1   ***Commercial Item***
        (1) Valid codes: Y, N or blank.
        (2) If B1B=B or C, or B5B=Y, or B13A=6; C14 must be blank
        (3) If B1B=A and B5B=N and B13A is not 6; C14 must =Y or N.
        (4) If B14=A: C14 must =N.
        (5) If B13A=9 and B14=D; C14 must =Y and absolute value of B8 must be less than or equal to
            5,000,000.
        (6) If C14=Y; C5 must =J or K and C10 must not =A.
        (7) If C14=N; B14 must =A,B or C.
        (8) If B1B=A and B5B=N and B13A not = 9 and C14=N; B14 must = A or B.

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PART D   All fields must be blank if B5B=Y or B13A=6.

Dl   Type of Contractor

D1A   1   *Type of Entity*
      (1) Valid codes: A, B, C, D, F, L, M, T, U, V, Z or blank.
      (2) If B5B=Y or B13A=6; D1A must be blank.
      (3) If B5B=N and B13A is not 6; D1A must =A, B, C, D, F, L, M, T, U, V or Z.
      (4) If D1A=A, B, C, D, F, T, U, V or Z; B6B must represent a location inside the U.S. (01 thru
          56) or U.S. outlying areas (60, 66, 69, 72, 74, 78, AY, CU)
      (5) If D1A=L; positions 43 thru 51 of B5E must be blank.
      (6) If D1A is not L or M; positions 43 thru 47 of B5E must be numeric.
      (7) If D1A is not L or M; positions 48 thru 51 of B5E must be numeric or blank.
      (8) If B1B=A and D1A=L or M; C10 must =Z.
      (9) If D1A=M; B6B must be outside the U.S., etc. (see B6B).
      (10) If D1A=T, U or V; position 1 of B12A must be alpha *or* B12A may be 9999 if
          B5A=790238638 or 790238851.
      (11) If B5A is not 790238638 or 790238851 and D1A=A, B, C, F, M, T, U or V; B5F must be
          9-digit numeric.
      (12) If B1B=A and B5B=N and position 9 of B1A =F; D1A must = D.
      (13) If B1B=A and B5B=N and D1A=L; C13A must =A or B and C13B must not be blank.
      (14) If B1B=A and B5B=N and D1A=L and C13A=B; B6B must be a valid foreign country
          code. (see attachment C).

D1B   1   *Women-Owned Business*
      (1) Valid codes: Y, N, U or blank.
      (2) If B5B=Y or B13A=6; D1B must be blank.
      (3) If B5B=N and B13A is not 6; D1B must =Y, N or U.
      (4) If D1A=D, F, L, T, U, V or Z; D1B must =N or U.
      (5) If D1B=Y; D1A must =A, B, C or M.

D1C   1   *HUBZone Representation*
      (1) Valid codes: Y, N or blank.
      (2) If B5B=Y or B13A=6; D1C must be blank.
      (3) If D1A=A or B; D1C must be Y or N.
      (4) If D1A is not A or B; D1C must be blank.
      (5) If B1B=A and D1C=Y; positions 7and8 of B1A must reflect a contract issued after FY 1998.

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D1D   1   ***Ethnic Group***
      (1) Valid Codes: A, B, C, D, E, F, Z or blank.
      (2) If B1B=B or C or B5B=Y or B13A=6; D1D must be blank.
      (3) If B1B=A and B5B=N and D1A=A; D1D must =A, B, C, D, E, F or Z.
      (4) If D1A=B, C, D, F, L, M, T, U, V or Z; D1D must be blank.

D1E   1   ***Veteran Owned Small Business***
      (1) Valid codes: A, B or blank.
      (2) If B5B=Y or B13A=6; D1E must be blank.
      (3) If D1A is not A or B; D1E must be blank.

D2   1   ***Reason Not Awarded to Small Disadvantaged Business (SDB)***
      (1) Valid Codes: A, B ,C, D, Z or blank.
      (2) If B1B=A and D1A=A, D, F, L, M, T, U, V or Z; D2 must be blank.
      (3) If B5B=Y or B13A=6; D2 must be blank.
      (4) If D1A=B or C; D2 must =A, B, C, D or Z.
      (5) If B1B=B or C and B13A=5; D2 must =Z.
      (6) If D2=D; C3 must =A.
      (7) If B14=B, C or D and D2=D; C7 must be greater than 1.

D3   1   ***Reason Not Awarded to Small Business (SB)***
      (1) Valid codes: A, B, C, D, Z or blank.
      (2) If B1B=A and D1A=A, B, D, F, L, M, T, U, V or Z; D3 must be blank.
      (3) If B5B=Y or B13A=6; D3 must be blank.
      (4) If D1A=C; D3 must =A, B, C, D or Z.
      (5) If B1B=B or C and B13A=5 and D1A=C; D3 must =Z.
      (6) If D3=D; C3 must =A.
      (7) If B14=B, C or D and D3=D; C7 must be greater than 1.

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D4   Set-Aside or Preference Program

D4A   1   *Type of Set-Aside*
       (1) Valid Codes: A, B, C, D, E, F, G, H, J, K, L or blank.
       (2) If B5B=Y or B13A=6; D4A must be blank.
       (3) If B5B=N and B13A is not 6; D4A must =A, B, C, D, E, F, G, H, J, K or L.
       (4) If B13A=9; D4A must not =C or G.
       (5) If B1B=A and B13A is not 9 and D4A=E:
          C6 must =2;
          C8 must =D, E, G, K *or*
          C8 must =N and C9 must =2A, 3A, 6A or 7A; *and*
          D1A must =A.
       (6) If B1B=B or C and B13A is not 9 and D4A=E:
          C6 must be blank;
          C8 must =D, E, G, K *or*
          C8 must =N and C9 must =2A, 3A, 6A or 7A; *and*
          D1A must =A.
       (7) If B13A=9 and D4A=E;
          C6 must =2; and
          D1A must =A.
       (8) If B1B=A and B14=B and D4A =B or C :
          C6 must =2;
          C8 must =D, E, F, G, K *or*
          C8 must =N and C9 must =2A, 3A, 6A or 7A; *and*
          D1A must =A, B or D.
       (9) If B1B=B or C and B14=B and D4A =B or C ;
          C6 must be blank;
          C8 must =D, E, F, G, K *or*
          C8 must =N and C9 must =2A, 3A, 6A or 7A; *and*
          D1A must =A, B or D.
       (10) If B14=A and D4A =B or C:
          C3 must =A; and
          D1A must =A, B or D.
       (11) If B13A=9 and D4A=B:
          C3 must =A;
          C6 must =2; and
          D1A must =A, B or D.
       (12) If D1A=C, F, L, V or Z; D4A must =A.

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      (13) If D4A=H;
        D1A must =A or B **and**
        B8 must be less than or equal to 50000.

D4A   1   ***Type of Set-Aside*** (continued)

    (14) If B13A is not 9 and D4A=J:

      C8 must =D, E, G, K or

      C8 must =N and C9 must =2A, 3A, 6A or 7A; and

      D1A must =A or B.

    (15) If B13A=9 and D4A=J:

      D1A must =A or B.

    (16) If D4A=J;

      B8 must be less than or equal to 25000 ***and***

      B12A must be any code starting with Y or Z except Y216 or Z216; or C111, C112, C113, C114, C115, C116, C117, C118, C119, C121, C122, C123, C124, C129, C130, C211, C212, C213, C214, C215, C216, C219, J998, J999, R404, S205, T002, T004, T008, T009, T014, F015, P400 or P500 ***and***

      B12D must be one of the following:

      a) 233110, 233210, 233220, 233310, 233320, 234110, 234120, 234910, 234920, 234930, 234990, 235110, 235210, 235310, 235410, 235420, 235430, 235510, 235520, 235610, 235710, 235810, 235910, 235920, 235930, 235940, 235950 or 235990;

      b) 562111,562119 or 562219;

      c) 541310,541330, 541360 or 541370; or

      d) 336611.

    (17) If B14=B and D4A=K;

      C3 must = A and

      C8 must =K ***or***

      C3 must = B and

      C8 must =N and C9 must =5A.

    (18) If C8=K;

      D4A must =B, C, D, E, F, G, H, J, K or L.

    (19) If D4A=K or L; D1C must = Y.

    (20) If B14=B and D4A=F or G:

      C8 must =E, K ***or***

      C8 must =N and C9 must =2A, 3A, 5A, 6A or 7A;

      D1A must =T or U.

    (21) If B13A=9 and D4A=F or G:

      D1A must =T or U.

    (22) If B5B=N and B12A=S111, S112, S114 or S119 ;

      D4A must not =B.

    (23) If B14=B and D4A=D:

      B12A cannot start with S1;

      C3 must =A and

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          C8 must =K *or*
          C3 must = B and
          C8 must =N and C9 must =5A.

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D4A   1   ***Type of Set-Aside*** (continued)
  (24) If B13A=9 and D4A=D;
   B12A cannot start with S1 and
   C3 must =A or B.
  (25) If B14=A and D4A=D:
   B12A cannot start with S1;
   C3 must =A or B.
  (26) If D4A=D, E or L; D1A must =A.

D4B   1   ***Type of Preference***
  (1) Valid Codes: A, B, C, D, E or blank.
  (2) If B5B=Y or B13A=6; D4B must be blank.
  (3) If B5B=N and B13A is not 6; D4B must =A, B, C, D or E.
  (4) If D1A=C, F, L, V or Z; D4B must =A.
  (5) If D4A=B, D, E, F, G, H, J, K or L; D4B must =A.
  (6) If B1B=A and D4B=B, C, D or E; D2 and D3 must be blank.
  (7) If D4B=B, D or E; D4A must =A.
  (8) If B1B=A and D4B=B, C, D or E; C6 must =2.
  (9) If B14=B and D4B=C;
   C8 must =D, E, G, K ***or***
   C8 must =N and C9 must =2A, 3A, 6A or 7A.
  (10) If D4B=C; D4A must =C and
   a) if C7=1 and C8=N; C3 must =D
   b) otherwise C3 must =A.
  (11) If D4B=B or E: C8 must =A,B,C,D,E,F or G and C3 must =A.
  (12) If D4B=D or E; D1C must = Y.
  (13) If D4B=B, C, or E; D1D must =A, B, C, D, E or F.

D4C   3   ***Premium Percent***
  (1) Must be 3 numeric digits or blank.
  (2) If B5B=Y or B13A=6; D4C must be blank.
  (3) If D1A=C, D, F, L, T, U, V or Z; D4C must be blank.
  (4) If D4B=A; D4C must be blank.
  (5) If D4B=B, C, D or E; D4C must be greater than zero.
  (6) If D4B=B, C or D; D4C must not be greater than 100 (10%).
  (7) If D4B=E; D4C must not be greater than 200 (20%).

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D7   1   ***Small Business Innovation Research (SBIR) Program***
(1) Valid codes: A, B, C, D or blank.
(2) If B1B=B or C; D7 must be blank.
(3) If B5B=Y or B13A=6; D7 must be blank.
(4) If B1B=A and B5B=N; D7 must =A, B, C or D.
(5) If B1B=A and D1A=C, D, F, L, M, T, U, V or Z; D7 must =A.
(6) If B14=B and D7=B, C or D:
C3 must =A;
C8 must =K;
D1A must =A or B; and
1st pos. of B12A must =A, and 4th position of B12A cannot be 7
or B12A may be 9999 if B5A=790238638 or 790238851.
(7) If B13A=9 and D7=B, C or D:
  C3 must =A;
  D1A must =A or B; and
   1st pos. of B12A must =A, and 4th position of B12A cannot be 7
   or B12A may be 9999 if B5A=790238638 or 790238851.
(8) If B1B=A and D4A=D, E, F or G or D4B=B or C; D7 must =A.
(9) If B1B=A and D4B=B or C; D7 must =A.

D8   1   ***Subcontracting Plan - SB, SDB, or HBCU or MI***
(1) Valid codes: A, B, C, D or blank.
(2) If B5B=Y or B13A=6; D8 must be blank.
(3) If B5B=N and B13A is not 6; D8 must =A, B, C or D.
(4) If D1A=C, D, F, T, U, V or Z; D8 must =A, B, C or D.
(5) If D1A=A, B, L or M; D8 must =B.
(6) If D4B=B, C, D or E; D8 must =B.

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D9   1   *Small Business Competitiveness Demonstration Program*

(1) Valid codes: Y, N or blank.

(2) If B5B=Y or B13A=6; D9 must be blank.

(3) If B5B=N and B13A is not 6; D9 must =Y or N.

(4) If B1B=A and D1A=A, B, C or D and B12D=233110, 233210, 233220, 233310, 233320, 234110, 234120, 234910, 234920, 234930, 235110, 235210, 235310, 235410, 235420, 235430, 235510, 235520, 235610, 235710, 235810, 235910, 235920, 235930, 235940, 235950 or 235990 and B12A = Yxxx or Zxxx except Y216 and Z216; D9 must =Y.

(5) If B1B=A and D1A=A, B, C or D an d B12D=234990 and B12A =Y216 or Z216; D9 must =Y.

(6) If B1B=A and D1A=A, B, C or D and B12D=562111, 562119 or 562219 and B12A=S205; D9 must=Y.

(7) If B1B=A and D1A=A, B, C or D and B12D=541310, 541330, 541360 or 541370 and B12A=C111 thru C216, C219, T002, T004, T008, T009, T014 or R404; D9 must= Y.

(8) If B1B=A and D1A=A, B, C or D and B12D=336611 and B12A=J998 or J999; D9 must= Y.

(9) If B1B=A and D1A=A, B, C or D and B12D=325412,332993,332995,333611,336412, 336414, 336419,336992,334511,513322, 513340 or 513390; D9 must= Y.

(10) If D9=Y; D1A must =A, B, C or D;
   B12A and/or B12D must be one of the following sets of conditions (included in the SBCDP (Designated Industry Groups (DIGs), Targeted Industry Categories (TICs), or Army dredging).
   a) B12D=233110, 233210, 233220, 233310, 233320, 234110, 234120, 234910, 234920, 234930, 235110, 235210, 235310, 235410, 235420, 235430, 235510, 235520, 235610, 235710, 235810, 235910, 235920, 235930, 235940, 235950 or 235990 and B12A must = Yxxx or Zxxx except Y216 and Z216;
   b) B12D=234990 and B12A =Y216 or Z216;
   c) B12D=562111, 562119 or 562219 and B12A=S205;
   d) B12D=541310, 541330, 541360 or 541370 and B12A=C111 thru C216, C219, T002, T004, T008, T009, T014 or R404;
   e) B12D=336611 and B12A=J998 or J999;
   f) B12D=325412,332993,332995,333611,336412,336414,336419,336992,334511,513322, 513340 or 513390;

(11) If B1B=B or C and B13A=5; D9 must =N.

(12) If D9=Y; B3 must be greater than 19890101.

(13) If B12A=C111 thru C216, C219, T002, T004, T008, T009, T014 or R404 and B12D=541310, 541330, 541360 or 541370 and B13A is not 9 and D9=Y; C8 must =D.

(14) If D4A=J; D9 must =Y.

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D10   1   ***Size of Small Business***
       (1) Valid Codes: Blank, or one of the following:
       Employees
              A   50 or fewer
              B   51 - 100
              C 101 - 250
              D 251 - 500
              E 501 - 750
              F 751 - 1000
              G over 1000
       Annual Gross Revenues
              M $1 million or less
              N over $1m - $2m
              P over $2m - $3.5m
              R over $3.5m - $5m
              S over $5m - $10m
              T over $10m - $17m
              U over $17 million.
       (2) If B5B=Y or B13A=6 or D1A=C or D or D9=N; D10 must be blank.
       (3) If D9=Y and D1A=A or B:
         a) If B12D=336611 and B12A=J998 or J999; D10 must =A thru G.
         b) If B12D=325412,332993,332995,333611,336412,336414,336419,336992,334511,513322,
       513340 or 513390; D10 must =A thru G.
         c) If (a) or (b) does not apply; D10 must =M thru U.

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D11   1   Emerging Small Business
        (1) Valid Codes: Y, N or blank.
        (2) If B5B=Y or B13A=6 or D9=N; D11 must be blank.
        (3) If B12D is one of the TICs of the SBCDP (325412,332993,332995,333611,336412,336414,
              336419,336992,334511,513322,513340 or 513390); D11 must be blank.
        (4) If D9=Y and B12A and/or B12D is one of the following sets of conditions (included in the
              SBCDP (DI Gs or Army dredging):
           a) B12D=233110, 233210, 233220, 233310, 233320, 234110, 234120, 234910, 234920, 234930,
        235110, 235210, 235310, 235410, 235420, 235430, 235510, 235520, 235610, 235710, 235810,
        235910, 235920, 235930, 235940, 235950 or 235990 and B12A must =Yxxx or Zxxx except Y216
        and Z216;
           b) B12D=234990 and B12A=Y216 or Z216;
           c) B12D=562111, 562119 or 562219 and B12A=S205;
           d) B12D=541310, 541330, 541360, or 541370 and B12A=C111 thru C216, C219, T002, T004,
        T008, T009, T014 or R404;
           e) B12D=336611 and B12A=J998 or J999;
        D1A must =A, B, C or D and
        D11 must =Y or N.
        (5) If D11 is coded Y; D1A must =A or B.
        (6) If D4A=J; D11 must = Y.

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PART E

E1   1   *Contingency Operation*
          (1) Valid codes: Y=Yes or blank.
          (2) If E1=Y; B6B must be alphabetic (overseas).
          (3) If E1=Y; absolute value of B8 must be greater than 200,000.

E2   1   *Cost Accounting Standards Clause*
          (1) Valid codes: Y=Yes or blank.

E3   4   *Non-DoD Requesting Agency Code*
          (1) Valid codes: FIPS Pub 95 or blank.
          (2) First two positions of E3 must not =17, 21, 57 or 97.
          (3) E3 must not =96CE.

E4   6   *Requesting Office Code*
          (1) Must be a valid Office Code or blank.

E5   6   *Number of Actions*
          (1) Right justify, zero fill.
          (2) E5 must not = 0 (zero).
          (3) If E5 is greater than 1; positions 1 thru 4 of B1A must = DECA or
          (4) B5A must = 790238638 or 790238851.

Part 3 - Instructions for Automating DD Form 1057

This part contains instructions for the automation of Monthly Procurement Summary DD Form 1057 reports required by DFARS 204.672.6.

Instructions for Preparing Summary Records of DD Form 1057 Actions, DD-A&T(M)1015.

a. General. Summary records, edited as prescribed below will be submitted to cover DD Form 1057 transactions for each month (non-cumulative). Electronic transmission of data will be coordinated with WHS/DIOR.

b. Data Record. Summary records representing total monthly transactions for each DoD Component will be completed as shown below:

Field Description	Record Positions
Reporting Agency	1-4
Contracting Office Code	5-10
As of date	
Year	11-14
Month	15-16

NOTE: All actions and dollars fields are to be in the following format.
    a.   Ten numeric digits
    b.   Negative sign (-) or blank as applicable
    c.   Ex. 1234567890-
            0000067890-
            0000007890 (11th position blank for positive number)

Field Description	Record Positions	Field Description	Record Positions
B01 Actions	17-27	B05a Actions	413-423
Dollars	28-38	Dollars	424-434
B02 Actions	39-49	B05b Actions	435-445
Dollars	50-60	Dollars	446-456
B02a Actions	61-71	B05c Actions	457-467
Dollars	72-82	Dollars	468-478
B02b Actions	83-93	B05d Actions	479-489
Dollars	94-104	Dollars	490-500
B02c Actions	105-115	B05e Actions	501-511
Dollars	116-126	Dollars	512-522
B03 Actions	127-137	B06 Actions	523-533
Dollars	138-148	Dollars	534-544
B03a Actions	149-159	B06a Actions	545-555
Dollars	160-170	Dollars	556-566
B03b Actions	171-181	B06b Actions	567-577
Dollars	182-192	Dollars	578-588
B03c Actions	193-203	B06c Actions	589-599
Dollars	204-214	Dollars	600-610
B03d Actions	215-225	B06d Actions	611-621
Dollars	226-236	Dollars	622-632
B03e Actions	237-247	B06e Actions	633-643
Dollars	248-258	Dollars	644-654
B04 Actions	259-269	B07 Actions	655-665
Dollars	270-280	Dollars	666-676
B04a Actions	281-291	B07a Actions	677-687
Dollars	292-302	Dollars	688-698
B04b Actions	303-313	B07b Actions	699-709
Dollars	314-324	Dollars	710-720
B04c Actions	325-335	B07c Actions	721-731
Dollars	336-346	Dollars	732-742
B04d Actions	347-357	B07d Actions	743-753
Dollars	358-368	Dollars	754-764
B04e Actions	369-379	B07e Actions	765-775
Dollars	380-390	Dollars	776-786
B05 Actions	391-401	B08 Actions	787-797
Dollars	402-412	Dollars	798-808

Field Description	Record Positions		Dollars	1238-1248
B08a Actions	809-819			
Dollars	820-830			
B08b Actions	831-841			
Dollars	842-852			
B08c Actions	853-863			
Dollars	864-874			
B08d Actions	875-885			
Dollars	886-896			
B08e Actions	897-907			
Dollars	908-918			
B09 Actions	919-929			
Dollars	930-940			
C01 Actions	941-951			
Dollars	952-962			
C01a Actions	963-973			
Dollars	974-984			
C01b Actions	985-995			
Dollars	996-1006			
C01c Actions	1007-1017			
Dollars	1018-1028			
C01d Actions	1029-1039			
Dollars	1040-1050			
C01e Actions	1051-1061			
Dollars	1062-1072			
C02 Actions	1073-1083			
Dollars	1084-1094			
C02a Actions	1095-1105			
Dollars	1106-1116			
C02b Actions	1117-1127			
Dollars	1128-1138			
C02c Actions	1139-1149			
Dollars	1150-1160			
C02d Actions	1161-1171			
Dollars	1172-1182			
C02e Actions	1183-1193			
Dollars	1194-1204			
C03 Actions	1205-1215			
Dollars	1216-1226			
C03a Actions	1227-1237			

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Field Description	Record Positions		
		Dollars	1678-1688
C03b Actions	1249-1259		
Dollars	1260-1270		
C03c Actions	1271-1281		
Dollars	1282-1292		
C03d Actions	1293-1303		
Dollars	1304-1314		
C03e Actions	1315-1325		
Dollars	1326-1236		
D01 Actions	1337-1347		
Dollars	1348-1358		
D02 Actions	1359-1369		
Dollars	1370-1380		
D03 Actions	1381-1391		
Dollars	1392-1402		
D04 Actions	1403-1413		
Dollars	1414-1424		
D05 Actions	1425-1435		
Dollars	1436-1446		
D06 Actions	1447-1457		
Dollars	1458-1468		
D07 Actions	1469-1479		
Dollars	1480-1490		
E01 Actions	1491-1501		
Dollars	1502-1512		
E01a Actions	1513-1523		
Dollars	1524-1534		
E01b Actions	1535-1545		
Dollars	1546-1556		
E01c Actions	1557-1567		
Dollars	1568-1578		
E02 Actions	1579-1589		
Dollars	1590-1600		
E02a Actions	1601-1611		
Dollars	1612-1622		
E02b Actions	1623-1633		
Dollars	1634-1644		
E02c Actions	1645-1655		
Dollars	1656-1666		
E02d Actions	1667-1677		

Field Description	Record Positions	Field Description	Record Positions
E02e Actions	1689-1699	E12 Actions	1997-2007
Dollars	1700-1710	Dollars	2008-2018
E03 Actions	1711-1721	F01 Actions	2019-2029
Dollars	1722-1732	Dollars	2030-2040
E04 Actions	1733-1743	F02 Actions	2041-2051
Dollars	1744-1754	Dollars	2052-2062
E05 Actions	1755-1765	F03 Actions	2063-2073
Dollars	1766-1776	Dollars	2074-2084
E06 Actions	1777-1787	G01 Actions	2085-2095
Dollars	1788-1798	Dollars	2096-2106
E07 Actions	1799-1809	G01a Actions	2107-2117
Dollars	1810-1820	Dollars	2118-2128
E08 Actions	1821-1831	G01b Actions	2129-2139
Dollars	1832-1842	Dollars	2140-2150
E09 Actions	1843-1853	G01c Actions	2151-2161
Dollars	1854-1864	Dollars	2162-2172
E10 Actions	1865-1875		
Dollars	1876-1886		
E10a Actions	1887-1897		
Dollars	1898-1908		
E10b Actions	1909-1919		
Dollars	1920-1930		
E10c Actions	1931-1941		
Dollars	1942-1952		
E10d Actions	1953-1963		
Dollars	1964-1974		
E11 Actions	1197-1985		
Dollars	1986-1996		

This page is reserved for DD Form 1057

Instructions for the Editing of DD Form 1057 actions.

a. Component Summary Record Edit.

Field Description	Record Position	Edit Criteria
Reporting Agency	1-4	Must be 2100 for Army Military Functions; 1700 for Navy; 5700 for Air Force; 97AS for DLA; 96CE for Army Civil Functions, 97AK for DISA, 97AB for NIMA, 97JC for
BMDO,		97F1 for AFR&TS, 97HW for USUHS, 97F3 for TSO, 97ZS for USSOC, 97F5 for WHS, 9700 for VCA, 9700 for DMEA, 97AE for DARPA, 9761 for DTRA, 9763 for DCMA,97AZ for DeCA, 9700 for AFRRI, 97F2 for DoDDS and 97BZ for DFAS.
Contracting Office Code	5-10	(1) Must be ZD50 for VCA, ZD90 for DMEA, ZD28 for AFRRI or blank for other summary data reported to WHS.
As of date		
Year	11-14	Must be four digit calendar year.
Month	15-16	Must be numeric 01 thru 12 for January thru December.

All ACTION and DOLLAR fields are 10 digit numeric fields, right-justified with leading zeros. Negative numbers are keyed by putting a sign in the 11th position of the field (i.e. COBOL equivalent PIC 9(10)-.). Positive numbers have a blank in the 11th position of the field.

AVERAGE DOLLAR VALUE (Dollar Value divided by Number of Actions) must not be greater than $25,000, except as noted below.

Contractual actions in support of an active declared contingency as defined in FAR 2.101 may cause the average dollar value to exceed $25,000 on lines B05, B05a, B05b, B05c, B05d, B05e, B08, B08a, B08b, B08c, B08d, B08e, C01, C01c, C02, C02c, C03, C03c, G01, G01a, G01b or G01c.

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b. <u>Section Edits</u>. Number of actions and dollar values.

Section B

Line B02 must equal lines B02a + B02b + B02c
Line B03 must equal lines B03a + B03b + B03c + B03d + B03e
Line B04 must equal lines B04a + B04b + B04c + B04d + B04e
Line B05 must equal lines B05a + B05b + B05c + B05d + B05e
Line B06 must equal lines B06a + B06b + B06c + B06d + B06e
Line B07 must equal lines B07a + B07b + B07c + B07d + B07e
Line B08 must equal lines B01 + B02 + B03 + B04 + B05 + B06 + B07
Line B08a must equal lines B03a + B04a + B05a + B06a + B07a
Line B08b must equal lines B03b + B04b + B05b + B06b + B07b
Line B08c must equal lines B03c + B04c + B05c + B06c + B07c
Line B08d must equal lines B03d + B04d + B05d + B06d + B07d
Line B08e must equal lines B03e + B04e + B05e + B06e + B07e
Line B09 must be less than or equal to B08 minus B08a.

Section C

Line C01 must equal lines C01a + C01b + C01c + C01d + C01e
Line C02 must equal lines C02a + C02b + C02c + C02d + C02e
Line C03 must equal lines C03a + C03b + C03c + C03d + C03e

Section E

Line E01 must equal E01a + E01b.
Line E02 must equal E02a + E02b + E02c + E02d + E02e.
Line E10 must equal E10a + E10b + E10c + E10d.

Section G

Line G01 must equal lines G01a + G01b + G01c

c. Relationship Between Sections Edits.

Lines B03b + B03c must be less than or equal to C01a.
Lines B04b + B04c must be less than or equal to C01b.
Lines B05b + B05c must be less than or equal to C01c.
Lines B06b + B06c must be less than or equal to C01d.
Lines B07b + B07c must be less than or equal to C01e.
Lines D04 + D05 must be less than or equal to B06.
Lines C01 + C02 + C03 + B01 + B02 must equal B08.
Lines C01a + C02a + C03a must equal B03.
Lines C01b + C02b + C03b must equal B04.
Lines C01c + C02c + C03c must equal B05.
Lines C01d + C02d + C03d must equal B06.
Lines C01e + C02e + C03e must equal B07.
Line D01 must be less than or equal to B03.
Line D02 must be less than or equal to B04.
Line D03 must be less than or equal to B05.
Line D04 must be less than or equal to E06.
Line D05 must be less than or equal to B06 minus E06.
Line E01 must be less than or equal to B03.
Line E02 must be less than or equal to B03.
Line E03 must be less than or equal to B03b+B03c.
Line E04 must be less than or equal to B03a +B03d + B03e.
Line E05 must be less than or equal to B03b+B03c.
Line E06 must be less than or equal to B06.
Line E07 must be less than or equal to B06.
Line E08 must be less than or equal to B07.
Line E09 must be less than or equal to B03.
Line E10 must be less than or equal to B03.
Line E11 must be less than or equal to B08.
Line E12 must be less than or equal to B08.
If G01 (actions and dollars)=ZERO; lines F01 + F02 + F03 must be equal to B08a.
Line G01 must be less than or equal to B05.
Line G01 must be less than or equal to B08.
Line G01a must be less than or equal to C01c.
Line G01b must be less than or equal to C02c.
Line G01c must be less than or equal to C03c.